

Southern Connecticut State University

Employment Opportunity

Please follow the specific application filing instructions at the bottom of this page!

Open to: The Public

Job Title: Custodian/Part-time

Job Posting Number: 8 8 4 3 7 & 8 8 7 0 6

Hours per week: 20 Hours

Salary: \$15.11 hourly

Work Schedule: 2:00 p.m. – 6:00 p.m. Monday through Thursday, Saturday 6:00 a.m. through 11:00 a.m.

Closing Date: April 21, 2014

Locations: School of Business, Engleman, Lyman, Earl, Buley, Jennings,/Morrill, Pelz, Davis, Facilities Operation, Nursing, TE 6-7-8, OB-1, Granoff, Moore fieldhouse, Wintergreen, Orlando, Admissions, Lang, and Ethnic Heritage Center

Performs custodial tasks and maintenance of areas such as dormitories, classrooms, offices, auditoriums, wards, kitchens, dining rooms and lavatories including outdoor areas (i.e. trash around buildings); dusts, mops, sweeps, scrubs, strips, waxes and polishes floors using appropriate equipment such as floor polishers and buffers; washes, dusts and polishes glass including windows, woodwork, walls, furniture and metal equipment; makes beds; checks, marks, stores and issues linens, blankets, and clothing (limited to individual's work area not to include counting and inspection for a larger area); collects and counts soiled laundry; distributes, empties and sterilizes glassware, wash basins and bedpans; sweeps walks; collects and disposes of trash; reports needs for repairs; performs minor maintenance; runs errands; inspects buildings for damage and reports conditions to supervisor; may change light bulbs and replace fuses; may lubricate or tighten door hinges, drawers, cabinets, etc.; may replace ceiling or floor tiles; may remove snow and ice from stairways and walkways around buildings; may sand and salt stairways and walkways; may move furniture and/or set-up classrooms; performs related duties as required.

**MINIMUM QUALIFICATIONS REQUIRED
KNOWLEDGE, SKILL AND ABILITY:**

Some interpersonal skills; some oral and written communication skills; ability to follow oral and written instructions; ability to operate, care for and perform minor maintenance on tools and equipment used in daily work; some ability in simple record keeping.

EXPERIENCE AND TRAINING:

Any experience and training which would provide the knowledge, skills and abilities listed above.

SPECIAL REQUIREMENT:

Incumbents in this class may be required to possess appropriate current licenses or permits.

PHYSICAL REQUIREMENT:

Employees appointed to positions in this class must have adequate physical strength, stamina, physical agility and visual and auditory acuity and must maintain such physical fitness as to be able to perform the duties of the class. A physical examination may be required.

WORKING CONDITIONS:

Incumbents in this class may be required to lift moderate to heavy weights and may be exposed to risk of injury from equipment and/or patients and/or clients.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a completed state application (CT-HR-12) (**State Employees must include their last two performance appraisals**) to:

**Southern Connecticut State University
Attn: Darnelle Perry
Office of Human Resources
501 Crescent Street
New Haven, CT 06515**

An Affirmative Action/Equal Opportunity Employer

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.